Blockley Parish Council

Minutes

THURSDAY 19TH JUNE 2025

LITTLE VILLAGE HALL, BLOCKLEY, 7PM

Meeting opened: 19.00hrs

Present: Cllr & Chair Jon Bryan (JB), Cllr & Vice Chair & District Cllr Clare Turner (CT), County Councillor Thomas Bradley (TB), Cllr Chris Leach (CL), Cllr Ellie Thorneycroft (ET), Cllr Jez John (JJ), Cllr Andy Turton (AT), Chris Palengat (CP)

Apologies: Nikki Holt, Clerk & RFO (NH)

Members of Public: Ian Cook (IC), Nigel Moor (NM) & Christine Moor (CM)

Minutes: Charlotte Bullock BPC Admin. Assistant (CB)

1. Welcome and apologies for absence.

2. Declarations of Interest and Dispensations for items on the agenda – **JB & CT have school age children who could benefit from Summer Sports Camps. JB, CT, CP & ET on St Georges Hall committee.**

3. Public Participation - Meeting was suspended at this point to hear any representations by members of the public on any matter on this agenda. NM asked Councillors if they could make more contributions to the Voice. **ACTION:** All Cllrs to write a 'Meet the Cllrs' extract, around 300 words. Over the year each Cllr is to submit an entry. 11th August deadline for the September issue. CB to add each extract onto BPC website / Facebook page.

   On conclusion of public participation, council business resumed.

4. Approval of the minutes of the Parish Council Meeting of 15.05.25 – Agreed by majority. CP abstained as was not present at May meeting.
   1. Matters arising – **See appendix 1**

5. Councillors received an update from our County and District Councillors' – **See appendix 2.**
   ACTION: CT to produce QR code for general waste bins so residents can easily report overflowing bins to CDC.

6. Approved to co-opt new Councillor Ian Cook. Unanimous. **ACTION:** NH to organise BPC email address & send Register of Interests to CDC.

7. Finance: Cllr Bryan
   1. Resolved to approve Finance Report for 10.05.25 – 13.06.25 including bank reconciliation for May 2025 & detailing all accounts held by the council as circulated and shared prior to meeting. Unanimous.
   2. Resolved to approve Transactions for period 10.05.25 – 13.06.25 as shared prior to meeting. Unanimous.
   3. Resolved to approve £10k Transfer to Reserves. Unanimous.
   4. Resolved to approve the Annual Governance Statement for Financial Year 2024-2025. Agreed by majority. IC abstained.
   5. Resolved to approve the Annual Accounting Statement for Financial Year 2024-2025. Agreed by majority. IC abstained.
   6. Cllrs received Annual Community Infrastructure Levy Report for 01.04.24-31.03.25.
   7. To approve Grant Awarding Policy & Grant Application Form – Deferred to July meeting. **ACTION:** CT/JB to finalise.
   8. Resolved to approve SGH Reserves Policy. Agreed by majority. IC abstained.
   9. To approve GDPR policy – Deferred to July meeting. **ACTION:** NH Add Data Security policy to July agenda. NH/JJ/JB to organise GDPR / Data security training for all Cllrs.
   10. Council considered Grant Applications from a) Great Western Air Ambulance Charity (GWAAC) for £250.00. Resolved to refuse application. Outside of BPC policy, grant funds don't cover healthcare, education or religion. **ACTION:** NH advise GWAAC.
       b) The Voice for £627.00 – for hosting The Voice online via the website & making it accessible for all. Resolved to approve application. Unanimous. **ACTION:** NH to advise NM & as per CT request, NH to ask to see a couple of quotes that show this is the most economical price.

8. Youth & Recreation: Cllr Leach
   1. Councillors received Y&R update. **ACTION:** NH to add the following three items to the July agenda – approval of infant youth club, approval to fund new games & outside equipment for youth club & approval of the service level agreement. CL to meet with YC provider to finalise junior/senior transition days.
   2. Councillors received a report on ROSPA findings. **ACTION:** NH to reorder the following equipment for Aston Magna play area - MUGA rope netting as damaged & goal net as frayed. CL/NH meeting 17th July. NH to obtain ROSPA report again, CL copy has expired.
   3. Resolved to approve final plan & costs for Summer Sports Camps. Agreed to subside 30 places over 3 days @ £10 per child – total £900. Plus, one hour of the MUGA per day @ £250 total for all 3 days. Total agreed - £1150. Unanimous. **ACTION:** ET to book provider & BSSC. CB to post booking links to website & Facebook.

9. Community: Cllr Turner
   1. Councillors received an update on Speed Watch. **ACTION:** CT to provide an annual review of speed watch camera. Need speeding cables down to gather evidence about where speed cameras are needed in the parish - Paxford request use of camera. White gates update, councillors to confirm where they are needed in parish. AT to confirm Paxford locations. CP to confirm Draycott & AM locations. JB to confirm Blockley locations. JB to then speak to TB / Highways.
   2. Councillors received an update on anti-social behaviour (& Cllr Leach).

10. To receive an ESWG update: Cllr Turner. Deferred to July.

11. Councillors received a St George's Hall Management Committee update: Cllr Turner. **ACTION:** JB/CT explore SGH Manager equipment upgrades.

12. Councillors received a Burials update: Cllr Leach. **ACTION:** NH/CL reschedule TILT test.

13. Councillors received a Personnel update: Cllr Palengat. **ACTION:** CP Create ROSPA checklist for MO & share with Cllrs. Extend to include MO SGH duties. Performance profile for CB & NH.

14. Planning: Cllr Turton
   1. Councillors reviewed current planning applications as circulated & shared prior to meeting **ACTION:** CB to add NDP poster to Facebook & NEWS page. NH add to July agenda, sign off consultancy quote for NDP survey.

ET left the meeting 21.15

15. Councillors received a website provider update & appointment: Cllr John. **ACTION** JJ recommended Netwise & will now finalise costs. Council provisionally agreed a 5-year budget – max. £2899. Unanimous.

16. Received Clerk's Highlights – as shared prior to meeting.

17. To receive Parish Councillors' reports on matters not on the agenda. **ACTION:** NH contact Thomas Fox regarding the hedge around Paxford play park. Height reduce & cut roadside. JJ/AT to advise NH of height requirements.

Meeting closed: 21.35

Date of next meeting: Thursday 17th July Draycott Mission, 7pm.

Bank: The bank was last reconciled to the 31st May 2025

Current Account Balance: £111,079.01 Instant Access Account Balance: £146,133.98

Total £257,20.03 **Adjusted Bank Balance considering unpresented payments and receipts Total: £257,220.03**

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Transaction report

BPC Transactions 10.05.25 -13.06.25		Amount	Description
13-Jun-25	B/P to: Bl Heritage Centre	-£ 90.00	Hall Hire Toddlers
13-Jun-25	B/P to: Mrs NC Scott		Salary
13-Jun-25	B/P to: Dorn Hill Machine	-£ 120.00	Fuel for strimmer
13-Jun-25	B/P to: Charlotte Bullock		Salary
13-Jun-25	B/P to: Mr CP Palengat	-£ 113.20	Expenses for materials and paint for village gates
13-Jun-25	B/P to: Mr Steven Woods		Salary
13-Jun-25	B/P to: Bl Heritage Centre	-£ 48.00	Hall Hire for Stretch & BAlance
12-Jun-25	Direct Debit (NEST)	-£ 155.25	Pension DD
05-Jun-25	B/P to: Thomas Fox L'scape	-£ 90.00	Payment for Additional work - cutting down & removing tree branch in Churchill Close
05-Jun-25	B/P to: Thomas Fox L'scape	-£2,635.80	Grounds Contract
05-Jun-25	B/P to: C Heartbeat	-£ 147.54	2 x replacement pads for Orchard Bank defib. Current pads expired May-25.
05-Jun-25	B/P to: Bl LVH	-£ 12.00	Y&R meeting with Ria on 28 May Hall Hire
05-Jun-25	B/P to: Stow Active Sports	-£ 968.00	Youth Club Contract
05-Jun-25	B/P to: DVRT	-£ 500.00	Grant application from DVRT £500 for PERFO-SD flooring on the village green.
05-Jun-25	B/P to: Cloudy Group Plc	-£ 184.08	Monhtly IT contract
05-Jun-25	B/P to: Blockley FOS	-£ 10.00	Stall Cost Blockley Fair
31-May-25	Service Charge	-£ 11.85	Bank service chargne
30-May-25	B/P to: St Georges Hall	-£ 65.00	Hall Hire BPC May Meeting and Annual Parish Meeting
30-May-25	B/P to: Arthur J Gallagher	-£3,887.51	Insurance Premium
30-May-25	B/P to: OPCC	-£ 66.50	Cost for SpeedWatch Letter
29-May-25	DISTON-HUNT S&KL	£4,712.50	Donation from Aston Magna resident for Bus Shelter
21-May-25	B/P to: Zimprint Ltd	-£ 170.40	Invoice for Banner for Blockley Fair
21-May-25	B/P to: GAPTC	-£ 45.00	GAPTC Training for Cllr Andy Turton
21-May-25	B/P to: 3action Group	-£ 100.00	Invoice for VE day costs
21-May-25	B/P to: Bl LVH	-£ 20.00	Hall HireCouncil Meeting
21-May-25	B/P to: Hedgehog bus	-£ 125.00	Hire for Shuttle for Blockley Fair
20-May-25	Direct Debit (NEST)	-£ 25.68	Pension DD
20-May-25	Direct Debit (GRUNDON WASTE MANA)	-£ 65.69	Waste removal contract
16-May-25	Direct Debit (LLOYDS CORP CARD)	-£ 151.60	payment online for sheep on road signs
15-May-25	B/P to: Clare Turner	-£ 62.00	reimbursement of Raffle ticket costsfor Blockley Fair
15-May-25	B/P to: Charlotte Bullock		Salary
15-May-25	B/P to: Wright Signs	-£ 97.50	Danger unsafe structure signs for the churchyard
15-May-25	B/P to: Mr Steven Woods		Salary
15-May-25	B/P to: Bl Heritage Centre	-£ 44.00	Hall Hire Toddler group
15-May-25	B/P to: Mrs NC Scott		Salary
15-May-25	B/P to: Gooding Group Ltd	-£ 918.00	Inspections to Jubilee & ST George's Hall for re-build costs for insurance purposes
14-May-25	Direct Debit (GOCARDLESS)	-£ 59.94	Your Payroll manager DD
13-May-25	Direct Debit (NEST)	-£ 155.64	Pension DD
12-May-25	Direct Debit (NEST)	-£ 129.96	Pension DD

Agenda items:

19.6.25.7.3 £10k Reserves transfer following FYE position.
19.6.25.7.4 AGAR statement for FY 24-25
19.6.25.7.5 Annual account statement for FY 24-25
19.6.25.7.6 Annual CiL Report 1.4.25-31.3.25
19.6.25.7.7 Grant awarding policy Adoption
19.6.25.7.9 GDPR policy adoption
19.6.25.7.10 Grant applications:

1. **Great Western Air Ambulance Charity (GWAAC) for £250.**
2. **The Voice for £627, digital files creation (ref. previous year support).**

19.6.25.8.3 Final plan and costs for summer sports camps
19.6.25.15 Website provider update and appointment – NB budget not allocated, consider reserves or surplus expenditure. JJ to present considerations

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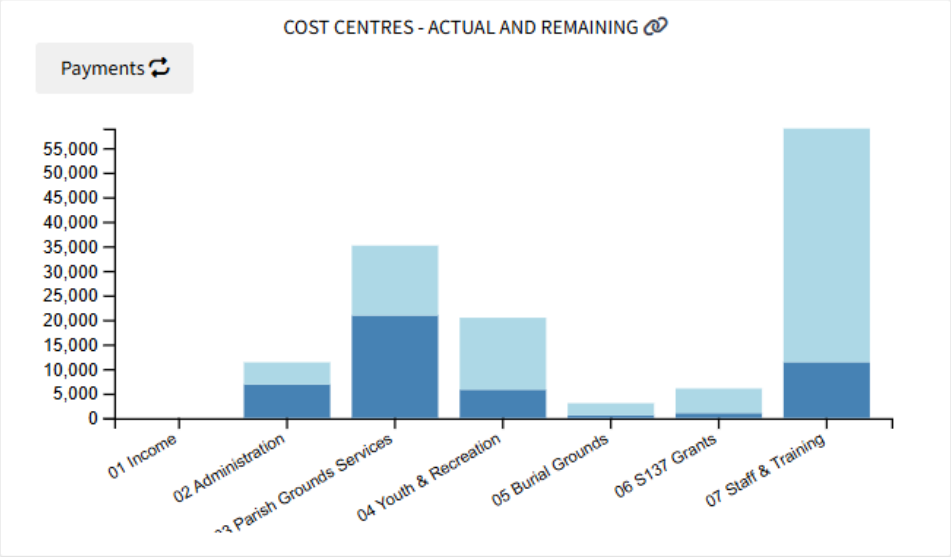
Budget Update:

19 June 2025 (2025-2026)

Blockley Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
01 Income	135,051.15	115,568.47	-19,482.68 (-14%)			0.00 (N/A)	-19,482.68
02 Administration			0.00 (N/A)	11,330.27	6,822.66	4,507.61 (39%)	4,507.61
03 Parish Grounds Services			0.00 (N/A)	35,112.40	20,882.95	14,229.45 (40%)	14,229.45
04 Youth & Recreation			0.00 (N/A)	20,410.00	5,767.73	14,642.27 (71%)	14,642.27
05 Burial Grounds			0.00 (N/A)	3,000.00	532.50	2,467.50 (82%)	2,467.50
06 S137 Grants			0.00 (N/A)	6,000.00	1,000.00	5,000.00 (83%)	5,000.00
07 Staff & Training		155.64	155.64 (15564%	58,955.00	11,376.72	47,578.28 (80%)	47,733.92
NET TOTAL	**135,051.15**	**115,724.11**	**-19,327.04 (-14%)**	**134,807.67**	**46,382.56**	**88,425.11 (65%)**	**69,098.07**

Total for ALL Cost Centres	115,724.11	46,382.56
V.A.T.		3,505.68
GROSS TOTAL	**115,724.11**	**49,888.24**



Signed Chair: _____ Date: _____

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